

Client Department Key Responsibilities Related to Financing (DGS may handle certain tasks if managing the project)	Type of Project				
	GO Bonds	PWB Lease-Revenue	JPA Lease-Revenue	Financing Lease	Securitized Operating Lease/Contract
Explain project requirements; determine which other responsibilities DGS will handle	Yes	Yes	Yes	Yes	
Notify DOF and STO, at least eight months in advance—preferably one year—of any pending project outside the normal budget process <i>which may require the services of STO as agent for sale or continuing disclosure agent</i> . Meet as necessary with STO to clarify agent-for-sale role. Make no commitments to local government entities or private vendors regarding financing structure, timing, teams, or use of state credit until concurrence is received from STO. Meet DOF requirements for economic analysis.	NA	NA	Yes	Yes	
Request placement on STO's bond sale calendar, as necessary, at least eight months in advance of desired bond sale date for project—preferably one year.	Yes	Yes	Yes	Yes	See Sec 6876
Projections of cash flow needs for design and construction					
Make projection	Yes	Yes	Yes	No	No
Review vendor projections	NA	NA	NA	Yes	See Sec 6876
Submit all required information to issuer on a timely basis for authorizing resolutions for bond sales and interim financing.	Yes	Yes	Yes	See Sec 6876	No
Submit requests for interim financing to PMIB or other provider of interim financing	Yes	Yes	Yes	No	No
Participate in pre-sale meetings, including document review and due diligence; provide information necessary to meet initial <i>and continuing</i> disclosure requirements.	Yes	Yes	Yes	Yes	See Sec 6876